



# BUCHANAN COUNTY COMMISSION

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Ron Hook  
Western District Commissioner

Scott Nelson  
Presiding Commissioner

Scott Burnham  
Easter District Commissioner

## **Meeting Minutes Thursday, April 6, 2023, at 9:18 am**

In attendance were Commissioner Scott Burnham, Commissioner Ron Hook, Administrative Coordinator Amy Kendall, and County Attorney Josh Bachman

Commissioner Hook called the meeting to order.

## **Meeting Agenda**

Commissioner Burnham made a motion to approve today's agenda. Commissioner Hook seconded the motion.

## **Meeting Minutes**

Commissioner Burnham made a motion to approve meeting minutes for Tuesday, April 4, 2023; and Wednesday, April 5, 2023. Commissioner Hook seconded the motion.

## **Business**

Presiding Commissioner Nelson was absent from today's meeting, April 6, 2023.

Court orders to transfer funds were presented and approved by Commissioner Hook, and Commissioner Burnham.

A court order authorizing Presiding Commissioner Nelson to sign the contract to continue public health services with the City of St. Joseph Health Department was presented and approved by Commissioner Hook, and Commissioner Burnham. (Presiding Commissioner Nelson will sign the contract on Friday, April 7, 2023)

A court order authorizing Presiding Commissioner Nelson to sign the lease agreement for Municipal Court space at the Buchanan County Courthouse was presented and approved by Commissioner Hook, and Commissioner Burnham. (Presiding Commissioner Nelson will sign the lease agreement on Friday, April 7, 2023)

A court order authorizing Presiding Commissioner Nelson to sign the lease agreement for the Municipal Prosecutor's Office space at the Buchanan County Courthouse was presented and approved by Commissioner Hook, and Commissioner Burnham. (Presiding Commissioner Nelson will sign the lease agreement on Friday, April 7, 2023)

Board Appointments soon to expire were discussed.

Commissioners discussed policies, procedures, and guidelines for the Employee Handbook.

### **Adjourn**

With no further official business on the agenda Commissioner Burnham made a motion to adjourn to any unofficial business that may develop during the day. Commissioner Hook seconded the motion. All are in favor of adjourning. The meeting ended at 10:20 a.m.

### **Chamber Meeting**

**to meet with Natalie Redmond, Lee Sawyer and Becky Willard, Executive Director of Hawthorn Foundation Thursday, April 6, 2023, at 10:30 a.m.**

Commissioner Hook, Commissioner Burnham and County Attorney Josh Bachman participated in this meeting.